

# SCHOOL INFORMATION FOR PARENTS AND GUARDIANS 2005-2006



**FORT HUACHUCA ACCOMMODATION SCHOOL DISTRICT # 00**  
P.O. Box 12954  
Fort Huachuca, Arizona 85670

## Administration

Fort Huachuca Accommodation Schools are Arizona public schools under the Department of Education. The schools *are not* Department of Defense Dependent Schools (DoDDS). The school district is under the direction and authority of the Cochise County School Superintendent, Ms. Trudy Berry, and directly administered by a District Superintendent. Financial support for Fort Huachuca Accommodation Schools is derived from State Aid and Federal Impact Aid.

## District Office and Administrative Personnel

Dr. Ronda Frueauff	Superintendent	459-8199
Ms. Diane Chinen	Secretary to the Superintendent	459-8199
Vacant July 1, 2005	Director of Personnel and Curriculum	459-8888
Ms. Susana Stinson	Administrative Secretary	459-8888
Ms. Carol Kaunzner	Director of Technology	452-4454
Ms. Pat Marsh	Director of Special Education	459-8399
Ms. Cheryl Ramirez	Administrative Secretary	459-8399
Ms. Janet Wilcox	Manager of Finance and Business	458-5082
Ms. Lyla Offield	District Office Secretary	458-5082
Ms. Setsuko Lawhorn	Senior Office Clerk	459-8599
Ms. Kay Steventon	Account Clerk/Payroll	452-0113
Ms. Sharon Flores	Account Clerk/Accounts Payable	459-8511
Mr. Ward Sherwood	School Psychologist	459-8498

The Superintendent's Office is located at building 21111 Hines Road and the Business Office is located at building 21110 Hines Road. A Certified Principal administers each school. Each school employs a Registered Nurse. ELL (English Language Learner) Coordinators, Speech Therapists, and Counselors are employed and work at all three school sites. The Transportation and Maintenance Department is managed by Mr. Todd Poer (459-8891).

### **Colonel Johnston Elementary School**

**Mr. Robert Henderson**, Principal and Mrs. Lisa Kyte, Principal's Secretary (459-8798), are located in Building #47120 on Rucker Street.

1st, 2nd, and 3rd grades                      8:10 a.m. – 2:15 p.m.                      (Thurs. @ 1:15)

### **General Myer Elementary School**

**Ms. Connie Johnson**, Principal and Ms. Beth Searls, Principal's Secretary (459-8986), are located in Building #45103 on Smith Avenue.

Preschool - Morning (M,T,W,F)                      9:00 a.m. - 11:00 a.m.  
Preschool - Afternoon (M,T,W,F)                      12:30 p.m. - 2:30 p.m.  
Kindergarten – All Day                      7:55 a.m. - 1:45 p.m.                      (Thurs. @ 1:20)  
4th and 5th grades                      7:55 a.m. – 2:40 p.m.                      (Thurs. @ 1:30)

### **Colonel Smith Middle School**

**Mr. Casey O'Brien**, Principal and Ms. Glusta Williams-Spann, Principal's Secretary (459-8892), are located in Building #67601 on Cushing Street.

6th, 7th, and 8th grades                      8:00 a.m. – 2:55 p.m.                      (Thurs. @ 1:40)

### **Please Note\*\*\***

School grounds and buildings are open and students are under supervision fifteen (15) minutes prior to the start of their school day until time of dismissal. **Students should not arrive more than fifteen (15) minutes before the start of the school day unless prior arrangements have been made. Students leaving school prior to regular dismissal time must be picked up by a parent, or bring a written request from a parent which will be verified with a phone call from the school office; otherwise they will not be allowed to leave.**

### **STUDENT TEXTBOOKS/SUPPLIES**

Textbooks are furnished at no expense to the students. Misuse or unwarranted wear and tear will result in charges for repairs. If books are lost, students will be held responsible for the cost of the books. Students riding bicycles to school should make sure the bike is placed in the bike rack and locked to prevent loss. The District usually provides everyday supplies. However, there may be occasions when a teacher/school may request that the student bring a special item. In the event the student cannot bring the item; every effort will be made to assist in obtaining it for him/her.

### **STUDENT IMMUNIZATIONS**

Arizona State Law requires that all students entering Arizona Public School be immunized against measles, rubella (German Measles), diphtheria, poliomyelitis, hepatitis and that these immunizations be up-to-date upon enrollment. **Failure to comply will cause student to be excluded from school.**

## **TRANSPORTATION**

Transportation of students is a privilege extended to students in the District, and not a statutory requirement except for necessary transportation of students with disabilities as indicated in their IEP (Individual Education Programs). Transportation funding is determined by the Arizona Department of Education and **DOES NOT** provide for transporting students within a one-mile radius of the schools. The District does not receive extra funding to transport students who reside outside of this designated area, but it does transport all Kindergarten students. In addition, those students residing off-post must be transported by their parents. **A reminder, students are NOT to arrive prior to fifteen (15) minutes before school starts.** Staff members do not report before that time to assist in their supervision. Transportation questions and/or complaints should be directed to the Transportation/Maintenance Manager, Mr. Todd Poer at 459-8891.

## **DISTRICT COMMUNICATIONS**

Ms. Trudy Berry, the Cochise County School Superintendent acting as the School Board, governs the District. Governing Board Meetings designed to communicate with the public are scheduled on a monthly basis. These public meetings are publicized at each school building, posted on the website, and at the Main Post Exchange. In addition to the above, each school sends home monthly newsletters; all three (3) schools host a marquee which announces special events/dates and information. There are various meetings held throughout the District such as: Site Council, Safety Committee, Staff, and Administrative Team Meetings.

The District makes every attempt, when possible, to place important events/information in the local newspapers (Huachuca Scout/Sierra Vista Herald). We also utilize the Commander's Access Television Channel (97), radio stations and the District website ([www.fthuachuca.k12.az.us](http://www.fthuachuca.k12.az.us)) in times of inclement weather, or school closings.

The Superintendent sponsors an "open door" policy. However, as in the military, there is a chain of command. If parents have a problem or complaint it must first be presented to the Teacher. If a resolution is not reached, the Principal would be the next avenue to pursue. If after meeting with the Teacher and Principal there is still no resolution, then the Superintendent may be notified. The last link in the chain would be the School Board. A School Liaison Officer is also available to assist with unresolved concerns. The School Liaison Officer can be reached at 533-1133.

## **DISTRICT INFORMATION/EMPLOYMENT OPPORTUNITIES**

The District employs military dependents and civilians in various positions throughout the District. We encourage anyone interested in employment with the District to visit the Administration Office, school sites or the district website for vacancy postings. Please contact the Human Resources Department for further information at 459-8888.

***On behalf of the School Board, the Administration and the Staff,  
we would like to welcome you and your student to our district!***